

June 20, 2023 Tuesday @ 6:00 PM
SIERRA COUNTY FIRE PROTECTION DISTRICT # 1
DIRECTORS MEETING AGENDA

Location: Fire Station 82 @ 102 E Main Street, Sierraville, CA 96126

This meeting will be conducted in person and via conference call. Those wishing to attend the meeting by telephone should dial 1-650-479-3208 and enter the meeting number below. Those who wish to attend via video conferencing should use the following link:

<https://sierracountyfireprotectiondistrictno1-771.my.webex.com/sierracountyfireprotectiondistrictno1-771.my/j.php?MTID=mddde8b46ce168ff8ac4b69f6ae37718d>

Meeting No. 2554 452 4695, Passcode: Sierra

CALL TO ORDER:

Roll Call of Directors

<input type="checkbox"/> Jeff McCollum, Chairperson	<input type="checkbox"/> Tom Archer	<input type="checkbox"/> Tom Rowson	<input type="checkbox"/> Richard Maddalena
<input type="checkbox"/> Candy Hunter	<input type="checkbox"/> Victoria Fisher	<input type="checkbox"/> Tony Commendatore	
Quorum Yes/No			

PUBLIC INTRODUCTION:

PUBLIC COMMENT: Matters under jurisdiction of the Sierra County Fire Protection District #1, and not on the agenda, may be addressed by the Public at the beginning of the regular agenda and any off-agenda matters before the Board for consideration. However, California law prohibits the Board from taking action on any matter which is not on the posted agenda. Any member of the public wishing to address the Board during the "Public Comment" period will be limited to a maximum of five minutes.

CORRESPONDENCE:

MINUTES APPROVAL: Approval of the Minutes: 5/16/23

FINANCIAL STATEMENT:

1. Review P&L, Balance Sheet, Report of Funds as of June 15, 2023 **H**
2. Approve Bill Payments **H**
3. Fire Mitigation Fee Update **H**

REPORTS & REQUESTS FROM DISTRICT CHIEF, BATTALION CHIEFS AND EMS COORDINATOR:

1. Chief's Report (Response Summary, Fleet, Communications System, Facilities)
2. Training / Recruitment/ Retention
3. Update Station 82: water heater, hydrant, shut off, hydrant bollards
4. WT82 repairs
5. Purchase of replacement Brush 84
6. Update on purchase of comby tool and AED

UNFINISHED BUSINESS:

1. Update on Cal OES prepositioning and dozer resource needs (Victoria)
2. TdM Trademark (Tom A)
3. 501c3- no update (Rick)
4. 2023 Fire Palooza Review (Paul Quento, Sierra County Fire Safe Council)
5. Sattley Pumphouse (Jeff)
6. Calpine Siren (Rick/Mick)
7. Resolution to designate an official and accept grant if awarded (Rick) **H**
8. Comm Grant Update

NEW BUSINESS:

1. “PG&E Foundation/ CA Fire Foundation Wildfire Safety and Preparedness Grant” Resolution designating an official. Wildland PPE \$13,000 due June 30
2. Project Summary (Sierra Co Fire Safe Council Paul Quento)
3. Financial Policy update (Tom R/Kelly) **H**
4. District staffing (Tom R)
5. Loyalton Pines mitigation funds project (Tom R) **H**
6. Review 2022 TMFPD response report (Candy)
7. Approval of contract with Mick Connolly for services rendered as a Training, Recruitment and Retention Consultant (Tom R.) **H**

ANNOUNCEMENTS AND COMMENTS:

NEXT SCHEDULED MEETING: July 18, 2023 at 6:00pm in Sierraville

ADJOURNMENT:

Key: **T** – Tabled from previous meeting **H** –Handout

THIS INSTITUTION IS AN EQUAL OPPORTUNITY PROVIDER & EMPLOYER, PLEASE CALL 530.604.4013 AHEAD IF YOU NEED ANY ACCOMODATIONS.

Sierra County Fire Protection District #1

Profit & Loss Budget vs. Actual

July 1, 2022 through June 15, 2023

	Jul 1, '22 - Jun 15, 23	Budget	\$ Over Budget	% of Budget
Income				
49900 · Uncategorized Income	0.00	0.00	0.00	0.0%
A · Tax Income				
A.1 · Secured Property Tax	242,690.48	0.00	242,690.48	100.0%
A.2 · Unsecured Property Tax				
A.201 · Prior Year Unsecured Property Ta	0.00	0.00	0.00	0.0%
A.2 · Unsecured Property Tax - Other	7,018.18	0.00	7,018.18	100.0%
Total A.2 · Unsecured Property Tax	7,018.18	0.00	7,018.18	100.0%
A.3 · Verdi Zone of Benefits	15,777.22	18,000.00	-2,222.78	87.7%
A.4 · Long Valley Tax Income	0.00	0.00	0.00	0.0%
A.5 · Loyaltan Srv. Area Tax Income	0.00	0.00	0.00	0.0%
A.6 · Timber Yield Tax	0.00	0.00	0.00	0.0%
A.7 · HOPTER, Homeowners Property Tax	0.00	0.00	0.00	0.0%
A.9 · County Interest Income	0.00	0.00	0.00	0.0%
A.11 · Transient OccupancyTax	33,566.57	16,000.00	17,566.57	209.8%
A · Tax Income - Other	0.00	260,000.00	-260,000.00	0.0%
Total A · Tax Income	299,052.45	294,000.00	5,052.45	101.7%
B · Fire Income				
B.9 · CalOES Preposition	190,810.67	0.00	190,810.67	100.0%
B.8 · KNP Complex	0.00	0.00	0.00	0.0%
B.7 · Dixie Fire	0.00	0.00	0.00	0.0%
B.6 · Beckwourth Complex	0.00	0.00	0.00	0.0%
B.5 · Tennant Fire	0.00	0.00	0.00	0.0%
B.1 · Valley Fire - Tahoe NF	0.00	0.00	0.00	0.0%
B.2 · Loyaltan Fire - Cal OES	0.00	0.00	0.00	0.0%
B.3 · South Fire - US Treas	0.00	0.00	0.00	0.0%
B.4 · Sheep Fire	0.00	0.00	0.00	0.0%
B · Fire Income - Other	0.00	0.00	0.00	0.0%
Total B · Fire Income	190,810.67	0.00	190,810.67	100.0%
C · Fire House Rent	0.00	0.00	0.00	0.0%
D · Grant Income				
D-1 · USDA Grant	0.00	0.00	0.00	0.0%
D-2 · USDA Loan	0.00	0.00	0.00	0.0%
D-3 · USDA Truck SCFPD1 Share	0.00	0.00	0.00	0.0%
D-4 · 50/50 Grant	0.00	0.00	0.00	0.0%
D-5 · Title III Funds	425.91	0.00	425.91	100.0%
D-6 · PSPS Grant Income	0.00	0.00	0.00	0.0%
D · Grant Income - Other	0.00	0.00	0.00	0.0%
Total D · Grant Income	425.91	0.00	425.91	100.0%
F · Accident Income	0.00	0.00	0.00	0.0%
G · Interest Income	1,617.55	250.00	1,367.55	647.0%
H · Donation Income	15,710.16	2,600.00	13,110.16	604.2%
I · Service Area Disbursement	0.00	0.00	0.00	0.0%
J · Annexation	0.00	0.00	0.00	0.0%
K · Sale of Equipment	0.00	0.00	0.00	0.0%
L · Miscellaneous Income	1,417.11	1,400.00	17.11	101.2%
M · Mitigation Fees	27,233.08	30,000.00	-2,766.92	90.8%
N · Transfer in From Mitigation Res	0.00	0.00	0.00	0.0%
O · Transfer In From Carryover	345,701.48	300,000.00	45,701.48	115.2%
Total Income	881,968.41	628,250.00	253,718.41	140.4%
Cost of Goods Sold				
50000 · Cost of Goods Sold	0.00	0.00	0.00	0.0%
Total COGS	0.00	0.00	0.00	0.0%
Gross Profit	881,968.41	628,250.00	253,718.41	140.4%

Sierra County Fire Protection District #1
Profit & Loss Budget vs. Actual

July 1, 2022 through June 15, 2023

	Jul 1, '22 - Jun 15, 23	Budget	\$ Over Budget	% of Budget
Expense				
1.0 · General				
1.1 · Professional Fees	7,124.00	7,000.00	124.00	101.8%
1.2 · Clerical	34,340.50	35,000.00	-659.50	98.1%
1.3 · Office Expense	3,569.02	3,000.00	569.02	119.0%
1.4 · Fire House Maintenance	17,527.80	15,700.00	1,827.80	111.6%
1.5 · Bank Fee	0.00	50.00	-50.00	0.0%
1.6 · CSDA Membership	756.00	2,700.00	-1,944.00	28.0%
1.7 · Retention Incentives	2,122.08	3,000.00	-877.92	70.7%
1.8 · County Admin Fees	34,774.67	33,785.00	989.67	102.9%
1.9 · Training & Personnel Services	12,000.00	12,000.00	0.00	100.0%
1.10 · Miscellaneous Expense	425.91	500.00	-74.09	85.2%
1.0 · General - Other	0.00	0.00	0.00	0.0%
Total 1.0 · General	112,639.98	112,735.00	-95.02	99.9%
2.0 · Emergency Medical				
2.1 · EMS Training	590.00	3,500.00	-2,910.00	16.9%
2.2 · EMS Medical Supplies	0.00	2,500.00	-2,500.00	0.0%
2.0 · Emergency Medical - Other	0.00	0.00	0.00	0.0%
Total 2.0 · Emergency Medical	590.00	6,000.00	-5,410.00	9.8%
3.0 · Communications				
3.1 · Repeater Site Rental	1,920.00	0.00	1,920.00	100.0%
3.2 · Web Site	900.00	0.00	900.00	100.0%
3.3 · Communication Consulting/Repair	0.00	0.00	0.00	0.0%
3.4 · Radio & Repeater Batteries	106.53	0.00	106.53	100.0%
3.0 · Communications - Other	0.00	21,500.00	-21,500.00	0.0%
Total 3.0 · Communications	2,926.53	21,500.00	-18,573.47	13.6%
4.0 · Fire Protection				
4.1 · Personal Protection Equipment	6,186.11	14,000.00	-7,813.89	44.2%
4.2 · Grant Expense				
4.201 · PSPS Grant Expense	0.00	0.00	0.00	0.0%
4.202 · VFA Program Grant Expense	0.00	0.00	0.00	0.0%
4.203 · 50/50 Grant	0.00	0.00	0.00	0.0%
4.2 · Grant Expense - Other	0.00	0.00	0.00	0.0%
Total 4.2 · Grant Expense	0.00	0.00	0.00	0.0%
4.3 · Operating Supplies & Equipment	22,914.73	23,000.00	-85.27	99.6%
4.4 · Portable Equipment	0.00	0.00	0.00	0.0%
4.5 · Equipment Repair & Maintenance	4,727.45	4,000.00	727.45	118.2%
4.6 · Fire Training	2,862.50	3,000.00	-137.50	95.4%
4.7 · Fire Protection Verdi Long Vall	48,000.00	48,000.00	0.00	100.0%
4.8 · Fire Protection Loyalton	50,172.74	52,000.00	-1,827.26	96.5%
4.9 · Fire Labor				
4.901 · Beckwourth	0.00	0.00	0.00	0.0%
4.902 · Dixie	0.00	0.00	0.00	0.0%
4.903 · KNP	0.00	0.00	0.00	0.0%
4.904 · Tennant	0.00	0.00	0.00	0.0%
4.905 · OES Preposition	47,175.99	0.00	47,175.99	100.0%
4.906 · Sugar	0.00	0.00	0.00	0.0%
4.998 · Meals	2,562.18	0.00	2,562.18	100.0%
4.999 · Mileage	0.00	0.00	0.00	0.0%
4.9 · Fire Labor - Other	0.00	0.00	0.00	0.0%
Total 4.9 · Fire Labor	49,738.17	0.00	49,738.17	100.0%
4.10 · Fire Response Equipment	91,682.00	0.00	91,682.00	100.0%
4.11 · Uniforms	0.00	2,000.00	-2,000.00	0.0%
4.0 · Fire Protection - Other	0.00	0.00	0.00	0.0%
Total 4.0 · Fire Protection	276,283.70	146,000.00	130,283.70	189.2%

Sierra County Fire Protection District #1
Profit & Loss Budget vs. Actual

July 1, 2022 through June 15, 2023

	Jul 1, '22 - Jun 15, 23	Budget	\$ Over Budget	% of Budget
5.0 · Insurance				
5.1 · Workers Compensation Insur	18,566.32	0.00	18,566.32	100.0%
5.2 · Liability, Facility, Vehicle	27,328.05	0.00	27,328.05	100.0%
5.3 · Firefighter Insurance	2,338.00	0.00	2,338.00	100.0%
5.0 · Insurance - Other	0.00	29,000.00	-29,000.00	0.0%
Total 5.0 · Insurance	48,232.37	29,000.00	19,232.37	166.3%
6.0 · Vehicle Repair & Maintenance				
6.1 · Fuel	4,599.99	0.00	4,599.99	100.0%
6.2 · Labor - Vehicles	7,600.00	0.00	7,600.00	100.0%
6.3 · Parts	6,465.76	0.00	6,465.76	100.0%
6.4 · Pump Testing	0.00	0.00	0.00	0.0%
6.5 · License & Registration	0.00	0.00	0.00	0.0%
6.6 · Outside Repair Services	0.00	0.00	0.00	0.0%
6.7 · Tools Auto	328.76	0.00	328.76	100.0%
6.8 · Tires	0.00	0.00	0.00	0.0%
6.9 · Repair & Maint. Misc.	131.03	0.00	131.03	100.0%
6.0 · Vehicle Repair & Maintenance - Other	0.00	40,000.00	-40,000.00	0.0%
Total 6.0 · Vehicle Repair & Maintenance	19,125.54	40,000.00	-20,874.46	47.8%
66000 · Payroll Expenses	0.00	0.00	0.00	0.0%
66900 · Reconciliation Discrepancies	0.00	0.00	0.00	0.0%
7.0 · Utilities				
7.1 · Electric	5,461.77	0.00	5,461.77	100.0%
7.2 · Propane	13,471.51	0.00	13,471.51	100.0%
7.3 · Water	636.13	0.00	636.13	100.0%
7.4 · Solid Waste & Groundwater	1,273.09	0.00	1,273.09	100.0%
7.5 · Telephone	1,028.64	0.00	1,028.64	100.0%
7.6 · Internet	2,398.00	0.00	2,398.00	100.0%
7.0 · Utilities - Other	0.00	21,927.00	-21,927.00	0.0%
Total 7.0 · Utilities	24,269.14	21,927.00	2,342.14	110.7%
8.0 · Capital Asset/Mitigation Exp				
8.1 · USDA Rescue Truck Loan Payment				
8.101 · Interest Expense	515.76	0.00	515.76	100.0%
8.1 · USDA Rescue Truck Loan Payment - ...	32,810.53	6,088.00	26,722.53	538.9%
Total 8.1 · USDA Rescue Truck Loan Payment	33,326.29	6,088.00	27,238.29	547.4%
8.2 · Chassis Changeover	0.00	0.00	0.00	0.0%
8.3 · Sattley Rescue	0.00	0.00	0.00	0.0%
8.5 · Type 2 Brush Truck- Sierraville	0.00	0.00	0.00	0.0%
8.6 · Calpine Siding Replacement	0.00	0.00	0.00	0.0%
8.7 · Dog Valley Road Fire Lane	0.00	0.00	0.00	0.0%
8.8 · SCBA Compressor Trailer	0.00	0.00	0.00	0.0%
8.9 · 2008 Chev Command Vehicle	0.00	0.00	0.00	0.0%
8.10 · Mitigation Fee Consulting	0.00	0.00	0.00	0.0%
8.11 · Sattley Well Pump	0.00	15,000.00	-15,000.00	0.0%
8.0 · Capital Asset/Mitigation Exp - Other	10,000.00	0.00	10,000.00	100.0%
Total 8.0 · Capital Asset/Mitigation Exp	43,326.29	21,088.00	22,238.29	205.5%
10.0 · Transfer to Reserves				
10.1 · Transfer to Capital Reserve	0.00	180,000.00	-180,000.00	0.0%
10.2 · Transfer to Mitigation Reserve	0.00	30,000.00	-30,000.00	0.0%
10.3 · Transfer to Prepayment Reserve	0.00	20,000.00	-20,000.00	0.0%
10.0 · Transfer to Reserves - Other	0.00	0.00	0.00	0.0%
Total 10.0 · Transfer to Reserves	0.00	230,000.00	-230,000.00	0.0%
Total Expense	527,393.55	628,250.00	-100,856.45	83.9%
Net Income	354,574.86	0.00	354,574.86	100.0%

Sierra County Fire Protection District #1

06/17/23

Balance Sheet

Accrual Basis

As of June 15, 2023

	<u>Jun 15, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
130 · Live Oak Savings	230,371.02
110 · Wells Fargo Operating 7568	8,726.03
120 · Plumas Bank Operating	95,028.41
125 · Plumas Bank Savings	311,066.95
Total Checking/Savings	<u>645,192.41</u>
Other Current Assets	
145 · Prepaid Expense	22,127.26
Total Other Current Assets	<u>22,127.26</u>
Total Current Assets	667,319.67
Fixed Assets	
150 · Buildings and Land	311,412.14
152 · Equipment	136,603.37
154 · Vehicles	530,852.81
160 · Accumulated Depreciation	-535,484.00
Total Fixed Assets	<u>443,384.32</u>
TOTAL ASSETS	<u><u>1,110,703.99</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · *Accounts Payable	17,779.99
Total Accounts Payable	<u>17,779.99</u>
Total Current Liabilities	17,779.99
Long Term Liabilities	
250 · USDA Loan	37,667.47
Total Long Term Liabilities	<u>37,667.47</u>
Total Liabilities	55,447.46
Equity	
302 · Net Investment in Fixed Assets	401,019.76
306 · Capital Asset Reserve	59,839.37
309 · Out of District Response Reserv	20,000.00
310 · Retained Earnings	219,822.54
Net Income	354,574.86
Total Equity	<u>1,055,256.53</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,110,703.99</u></u>

9:55 AM

06/17/23

Accrual Basis

Sierra County Fire Protection District #1

Banking Activity Detail

May 1, 2023 - May 31, 2023

Type	Date	Num	Name	Memo	Split	Amount	Balance
130 · Live Oak Savings							0.00
Transfer	05/17/2023			Funds Transfer	120 · Plumas Bank Opera...	230,000.00	230,000.00
Deposit	05/31/2023			Interest	G · Interest Income	371.02	230,371.02
Total 130 · Live Oak Savings						230,371.02	230,371.02
110 · Wells Fargo Operating 7568							81,766.62
Bill Pmt -Check	05/11/2023	7786	Alley Electric	Upgrade electrical at Sierraville station for water heater replace...	20000 · *Accounts Payable	-2,418.44	79,348.18
Bill Pmt -Check	05/16/2023	7787	AT&T	9391059363	20000 · *Accounts Payable	-71.94	79,276.24
Bill Pmt -Check	05/16/2023	7788	AT&T- Calpine	9391059370	20000 · *Accounts Payable	-23.98	79,252.26
Bill Pmt -Check	05/16/2023	7789	City of Loyalton	22/23 Service Contract Payment 2 of 3	20000 · *Accounts Payable	-22,626.14	56,626.12
Bill Pmt -Check	05/16/2023	7790	Intermountain Disposal Inc.		20000 · *Accounts Payable	-52.29	56,573.83
Bill Pmt -Check	05/16/2023	7791	ISU Insurance Services	Liability & Auto Insurance 4/1/23-4/1/24	20000 · *Accounts Payable	-29,503.00	27,070.83
Bill Pmt -Check	05/16/2023	7792	Kelly Champion	May 2023	20000 · *Accounts Payable	-2,600.00	24,470.83
Bill Pmt -Check	05/16/2023	7793	Marti Walker	Title III Reimburse for Sierra Brooks Firewise Community Expen...	20000 · *Accounts Payable	-425.91	24,044.92
Bill Pmt -Check	05/16/2023	7794	Mick Connolly	May Professional Services	20000 · *Accounts Payable	-1,000.00	23,044.92
Bill Pmt -Check	05/16/2023	7795	O'Reilly Automotive		20000 · *Accounts Payable	-632.03	22,412.89
Bill Pmt -Check	05/16/2023	7796	Plumas-Sierra REC		20000 · *Accounts Payable	-568.39	21,844.50
Bill Pmt -Check	05/16/2023	7797	Plumas-Sierra Telecomm...		20000 · *Accounts Payable	-218.00	21,626.50
Bill Pmt -Check	05/16/2023	7798	Rudy Hoyos (Volunteer)	Reimburse E84 Fuel for Pump Class	20000 · *Accounts Payable	-200.00	21,426.50
Bill Pmt -Check	05/16/2023	7799	Rudy Hoyos Repair	May 2023 Contract Payment	20000 · *Accounts Payable	-600.00	20,826.50
Bill Pmt -Check	05/16/2023	7800	Sierra Valley Home Center	Breaker & Elec Materials	20000 · *Accounts Payable	-48.18	20,778.32
Bill Pmt -Check	05/16/2023	7801	Sierraville Public Utilities ...	04/01-04/30/23	20000 · *Accounts Payable	-57.83	20,720.49
Bill Pmt -Check	05/16/2023	7802	Sierraville Service & Coun...		20000 · *Accounts Payable	-249.50	20,470.99
Bill Pmt -Check	05/16/2023	7803	US Bank	5-10-2023	20000 · *Accounts Payable	-1,302.05	19,168.94
Bill Pmt -Check	05/16/2023	7804	Kelly Champion	50% Professional Liability Insurance Per Contract	20000 · *Accounts Payable	-445.50	18,723.44
Check	05/24/2023	7805	Cal Fire	VOID:	8.0 · Capital Asset/Mitigati...	0.00	18,723.44
Deposit	05/31/2023			Interest	G · Interest Income	2.59	18,726.03
Total 110 · Wells Fargo Operating 7568						-63,040.59	18,726.03
120 · Plumas Bank Operating							121,752.50
Transfer	05/15/2023			Funds Transfer	125 · Plumas Bank Savings	200,000.00	321,752.50
Transfer	05/17/2023			Funds Transfer	130 · Live Oak Savings	-230,000.00	91,752.50
Total 120 · Plumas Bank Operating						-30,000.00	91,752.50
125 · Plumas Bank Savings							510,981.73
Transfer	05/15/2023			Funds Transfer	120 · Plumas Bank Opera...	-200,000.00	310,981.73
Deposit	05/31/2023			Interest	G · Interest Income	85.22	311,066.95
Total 125 · Plumas Bank Savings						-199,914.78	311,066.95

9:55 AM

06/17/23

Accrual Basis

Sierra County Fire Protection District #1

Banking Activity Detail

May 1, 2023 - May 31, 2023

Type	Date	Num	Name	Memo	Split	Amount	Balance
6729 · US Bank CalCard							-1,302.05
Bill	05/10/2023	486...	US Bank	5-10-2023	20000 · *Accounts Payable	1,302.05	0.00
Credit Card Ch...	05/30/2023		Adobe	Adobe Pro Subscription	1.3 · Office Expense	-19.99	-19.99
Credit Card Ch...	05/30/2023		Reno Hydraulic & Rebuild...	Pump P16-150A-2N2	6.3 · Parts	-1,242.17	-1,262.16
Total 6729 · US Bank CalCard						39.89	-1,262.16
TOTAL						-62,544.46	650,654.34

Sierra County Fire Protection District #1
Unpaid Bills Detail
All Transactions

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
Alley Electric					
Bill	06/14/2023	57	06/14/2023	3	371.88
Total Alley Electric					371.88
AT&T					
Bill	05/20/2023	000019976511	06/26/2023		75.51
Total AT&T					75.51
AT&T- Calpine					
Bill	05/20/2023	000019976513	06/26/2023		25.17
Total AT&T- Calpine					25.17
Hauff Excavation Inc					
Bill	06/07/2023	293	06/07/2023	10	4,516.00
Total Hauff Excavation Inc					4,516.00
Intermountain Disposal Inc.					
Bill	05/25/2023	75754	06/24/2023		52.29
Total Intermountain Disposal Inc.					52.29
Kelly Champion					
Bill	05/16/2023	1913	05/16/2023	32	825.00
Bill	06/15/2023	06.15.23	06/15/2023	2	2,600.00
Total Kelly Champion					3,425.00
Mick Connolly					
Bill	06/01/2023	06.01.23	06/15/2023	2	1,000.00
Total Mick Connolly					1,000.00
O'Reilly Automotive					
Bill	05/17/2023	4426457917	06/20/2023		38.94
Bill	05/23/2023	4426459757	06/20/2023		173.19
Total O'Reilly Automotive					212.13
Plumas-Sierra REC					
Bill	05/31/2023	2867	06/21/2023		128.27
Bill	05/31/2023	3656	06/21/2023		145.06
Bill	05/31/2023	17453	06/21/2023		81.61
Bill	05/31/2023	3310	06/21/2023		51.94
Total Plumas-Sierra REC					406.88
Plumas-Sierra Telecommunications					
Bill	05/31/2023	64988	06/21/2023		109.00
Bill	05/31/2023	65061	06/21/2023		109.00
Total Plumas-Sierra Telecommunications					218.00
Rick Maddalena					
Bill	06/25/2023	06.25.23	06/30/2023		72.05
Total Rick Maddalena					72.05
Rudy Hoyos Repair					
Bill	06/01/2023	06.01.23	06/15/2023	2	600.00
Total Rudy Hoyos Repair					600.00
Sierra County Fire Safe & Watershed Council					
Bill	06/03/2023	06.03.23	06/18/2023		1,250.00
Total Sierra County Fire Safe & Watershed Council					1,250.00

Sierra County Fire Protection District #1
Unpaid Bills Detail
All Transactions

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
Sierra Valley Home Center					
Bill	05/24/2023	216503	06/10/2023	7	28.95
Total Sierra Valley Home Center					28.95
Sierraville Public Utilities District					
Bill	05/31/2023	031	06/30/2023		57.83
Total Sierraville Public Utilities District					57.83
Sierraville Service & County Store					
Bill	05/25/2023	1396	06/30/2023		407.20
Bill	05/27/2023	1301	06/30/2023		26.20
Total Sierraville Service & County Store					433.40
State Compensation Ins. Fund					
Bill	05/19/2023	9013012-23	06/13/2023	4	1,198.24
Bill	05/25/2023	9013012-23	06/19/2023		1,705.58
Bill	07/01/2023	9013012-23	07/11/2023		1,705.58
Total State Compensation Ins. Fund					4,609.40
US Bank					
Bill	06/12/2023	4866914555526...	07/12/2023		2,203.13
Total US Bank					2,203.13
TOTAL					19,557.62

8:37 AM

06/17/23

Accrual Basis

Sierra County Fire Protection District #1
Account QuickReport
 July 1, 2022 through June 17, 2023

Type	Date	Num	Name	Memo	Amount
M · Mitigation Fees					
Deposit	08/15/2022	167	Sierra Co Dept of Planning an...	Calpine- Fruechting, Mountain Quail Rd Garage	2,940.00
Deposit	10/15/2022	1025	Sierra Co Dept of Planning an...	Sierraville- Goddard, W Willow Addition/Deck	3,709.30
Deposit	11/20/2022	112	Sierra Co Dept of Planning an...	Calpine- T. Butler Calpine Rd Occupancy Change/Garage	2,130.52
Deposit	12/10/2022	2885	Sierra Co Dept of Planning an...	Sierraville- J Pasquetti, E Main Storage Building	1,881.60
Deposit	12/30/2022	142529	Sierra County Tax Collector	Residual Fire Mitigation Fees	32.00
Check	01/10/2023	7711	Pamela Pasquetti	Refund Fire Mitigation Fee, Steel Storage Building Rebuild After Loss Exemption	-1,881.60
Deposit	01/17/2023	3015	Sierra Co Dept of Planning an...	Sierraville- Mueller/Callaway, Amodei Ranch Rd Residence/Detached Garage	10,587.92
Deposit	04/17/2023	1055	Sierra Co Dept of Planning an...	Sierra Brooks- Connor, Sierra Brooks Dr Residence/Attached Garage	4,983.34
Deposit	06/16/2023	932	Sierra Co Dept of Planning an...	Loyalton Pines- T Timm, Hamlin Ln 30x50 Storage Bldg	2,850.00
Total M · Mitigation Fees					27,233.08
TOTAL					27,233.08

SIERRA COUNTY FIRE PROTECTION DISTRICT #1
2023/2024 BUDGET *Approved May 16, 2023*

REVENUE	FYE 2024 ORIGINAL BUDGET	
1 PROPERTY TAXES	275,400	
2 VERDI/LONG VALLEY ASSESSMENT FEE	18,000	
3 TAX INCOME - TIMBER YIELD	-	
4 TRANSIENT OCCUPANCY TAX	40,000	
5 EMERGENCY INCIDENT REIMBURSEMENTS	-	
6 RENTS	1,200	
7 GRANTS- 50/50	19,995	\$ 19,955
8 INTEREST	1,400	
9 MITIGATION FEES	20,000	
10 DONATIONS	12,000	SSFRS for combi tool E82 & AED for B83
11 MISCELLANEOUS	200	
12 ACCOUNT TRANSFER-GENERAL CARRYOVER	300,000	Audit says 345,744
13 ACCOUNT TRANSFER- GRANT CARRYOVER		
14 ACCOUNT TRANSFER - MITIGATION		
TOTAL REVENUE	\$ 688,195	
12 PROFESSIONAL FEES	7,200	
13 CLERICAL	35,000	\$ 34,900
14 CONTRACT TRNG./PRSNEL RETENTION	12,960	
15 OFFICE EXPENSE	3,500	
16 FACILITY MAINTENANCE	18,500	pumphouse, siren, front freeze, shutoff, gen shed
17 BANKING	-	
18 MEMBERSHIPS	1,000	
19 RETENTION INCENTIVES	3,000	
20 COUNTY TAX ADMINISTRATION	35,470	
21 MISCELLANEOUS	500	
22 EMS TRAINING	2,500	
23 EMS SUPPLIES	5,300	AED & medical bags
24 COMMUNICATIONS	38,500	Radios & Tablet Command
25 PERSONAL PROTECTION EQUIPMENT	13,000	
26 GRANT EXPENSE-PPE	19,995	
27 MISC. EQUIPMENT & SUPPLIES	24,000	
28 EQUIP. REPAIR & MAINTENANCE	4,500	
29 FIRE TRAINING	3,000	
30 FIRE PROTECTION-VERDI/LONG VALLEY	48,000	
31 FIRE PROTECTION-LOYALTON	61,200	
32 FIRE LABOR/CONTRACT EQUIPMENT	-	
33 FIRE PROTECTION-UNIFORMS	2,000	
34 INSURANCE	52,570	
35 VEHICLE REPAIR & MAINTENANCE	25,000	Tires
36 UTILITIES	26,500	
37 CAPITAL EQUIPMENT-PAYMENT	-	
38 CAPITAL EXPENSE-GRANT	-	
39 CAPTIAL EXPENSE-GF *	15,000.00	*Snowblowers
40 MITIGATION EXPENSE**	50,000.00	**Mitigation Reserve- LP Well
41 RESERVE TRANSFER***	160,000.00	***Capital Asset Reserve
42 RESERVE TRANSFER, PREPAYMENTS	20,000.00	Replenish Prepayment Reserve
TOTAL EXPENSE	\$ 688,195	
	\$ -	

SIERRAVILLE FIRE F86JMA1VY3A7

FUNDING OPPORTUNITY	PERIOD OF PERFORMANCE	STATUS	STATUS DATE
Fiscal Year (FY) 2021 Staffing for Adequate Fire and Emergency Response (SAFER)	-	Not selected	12/08/2022
GRANT ID EMW-2021-FF-01848 (manage grant)			

FUNDING OPPORTUNITY	PERIOD OF PERFORMANCE	STATUS	STATUS DATE
Fiscal Year (FY) 2021 Assistance to Firefighters Grants	-	Not selected	12/20/2022
GRANT ID EMW-2021-FG-11850 (manage grant)			

FUNDING OPPORTUNITY	PERIOD OF PERFORMANCE	STATUS	STATUS DATE
Fiscal Year (FY) 2020 Assistance to Firefighters Grants	-	Not selected	10/06/2021
GRANT ID EMW-2020-FG-17791 (manage grant)			

FUNDING OPPORTUNITY	0 days remaining in the application period	STATUS	STATUS DATE	I want to...
Fiscal Year (FY) 2022 Assistance to Firefighters Grants		Submitted to FEMA	02/10/2023	Select an action
GRANT ID EMW-2022-FG-09407 (manage grant)				

Search

Grant ID

Show

- My grants
- My subapplication projects

Filters

Grant program

Fiscal Year

Status

Sort

Sort by

- Ascending (A-Z)
- Descending (Z-A)

FUNDING OPPORTUNITY	0 days remaining in the application period	STATUS	STATUS DATE	I want to...
Fiscal Year (FY) 2022 Staffing for Adequate Fire and Emergency Response (SAFER) Grant		Not submitted	03/28/2023	<div style="border: 1px solid black; padding: 5px; text-align: center;"> Select an action </div>
GRANT ID				
EMW-2022-FF-00752 (manage grant)				

SIERRA COUNTY FIRE PROTECTION DISTRICT #1

FINANCIAL POLICY

FINANCIAL OVERSIGHT – FINANCE COMMITTEE

PURPOSE:

The purpose of this Policy is to list options for oversight on financial matters concerning operations of Sierra County Fire Protection District #1.

POLICY:

It shall be the policy of the Sierra County Fire Protection District #1 Board of ~~Commissioners~~ Directors to provide financial oversight for the provision of services to the citizens served by the District. This governing body shall function as prescribed in the California Special District Law, Fire Protection Districts (Health and Safety Code §13800et. Seq.), the Meyers-Milias-Brown Act, and the Ralph M. Brown Act.

When determined to be necessary or desirable, as outlined in the *Board of ~~Commissioners~~ Directors Operations Policy, Article V, Section 5.5*, the Board of ~~Commissioners~~ Directors may form and maintain a Finance Committee to provide financial oversight for provision of services to the citizens served by the Sierra County Fire Protection District #1 and make recommendations to the Board of ~~Commissioners~~ Directors.

INTENT:

The provisions of the policy are to assist the Board of ~~Commissioners~~ Directors of the Sierra County Fire Protection District #1 as they administer and represent the business and affairs of the District. It is the intent and purpose of this directive to help, clarify and define the responsibilities of the authorized officials of the Sierra County Fire Protection District #1.

PROCEDURES:

When the Finance Committee is utilized to provide financial oversight on behalf of the Board of ~~Commissioners~~ Directors, the Committee shall:

Review Monthly Financial Statements and Expenditure Detail with staff and make recommendations to the Board of ~~Commissioners~~ Directors.

Review other financial reports and issues with staff as directed by the Board.

Review the Annual Budget with staff and make recommendations to the Board.

Work with staff on financial issues, revenue and expenditure issues as directed by the Board.

When the Finance Committee is not utilized, the full Board of ~~Commissioners~~ Directors shall be responsible for carrying out these financial duties for Sierra County Fire Protection District #1.

SIERRA COUNTY FIRE PROTECTION DISTRICT #1

FINANCIAL POLICY

CREDIT CARD USAGE

PURPOSE:

The purpose of this policy is to prescribe the internal controls for management of District credit cards.

POLICY:

This policy applies to all individuals who are authorized to use District credit cards and/or who are responsible for managing credit card accounts and /or paying credit card invoices.

IMPLEMENTATION:

A credit card shall be issued to the Fire Chief. Credit cards may also be issued to members of the Board of ~~Commissioners~~ Directors who provide procurement and operation oversight under the direction of the full Board of ~~Commissioners~~ Directors. A credit card shall be issued to the District Bookkeeper for vendor purchases which do not accept credit account purchases but are of benefit to the District. Card limits are as follows:

Fire Chief	\$5,000
Fire Chief Deployment Card	\$2,000
Commissioner Director	\$2,000
Bookkeeper	\$2,000

All credit card invoices shall be paid in a timely manner to avoid late fees and finance charges.

All credit card expenses shall be reasonable and necessary to the furtherance of District business. Credit cards should not be used if the District has an existing account relationship with the merchant. No personal expenses shall be charged on a District credit card. If there is an overlap on a transaction between personal and District business, the purchase shall be paid personally and then request reimbursement from the District.

All credit card transactions shall have third-party documents (receipts) attached and the District purpose annotated by the cardholder. Documentation should be forwarded to the District Bookkeeper as soon as possible.

The District Bookkeeper shall review expenditures with the Finance Committee or the full Board of ~~Commissioners~~ Directors.

SIERRA COUNTY FIRE PROTECTION DISTRICT #1

FINANCIAL POLICY

AUTHORIZED USER AGREEMENT
USE OF DISTRICT ISSUED CREDIT CARDS

Sierra County Fire Protection District #1 (the "District") will issue credit cards to authorized individuals for use in their jobs. The District Issued Credit Card Policy sets out the acceptable and unacceptable uses of such credit cards. Use of District-issues credit cards is a privilege, which the District may withdraw in the vent of serious or repeated abuse.

I, _____, hereby certify that I have read, understand, and agree to adhere to the Authorized User Agreement: Use of District Issued Credit Card and District Credit Card Usage Policy. I agree to use the credit card for District business only. I agree that if I make any transactions in violation of the policy, I.e., incur financial liability on the District's part that is not within the scope of my duties, my authorization to make business-related purchases, or use the card for personal purchases, I am financially responsible for any such expenses and agree to reimburse the District for such amounts until the unauthorized amounts are fully repaid.

I have read the Authorized User Agreement: Use of District Issued Credit Card and understand that misuse of the District-issued credit card may result in disciplinary and/or legal action.

Signature of Authorized User

Date

Name (Please Print)

SIERRA COUNTY FIRE PROTECTION DISTRICT #1

FINANCIAL POLICY

INVESTMENT POLICY

PURPOSE:

This policy is intended to provide guidelines for the prudent investment of the District's cash for which no immediate need is anticipated. The District has chosen to abide by a uniformly conservative policy in the investment of temporarily idle funds.

The District follows the "prudent **person** rule" outlined in the Civil Code, §2261, et. Seq., which states in essence that in investing, a commissioner shall exercise the judgment and care, under the circumstances then prevailing, which **persons** of prudence, discretion and intelligence exercise in the management of their own affairs. The District is further restricted by provisions of the Government Code, §53600, et. Seq.

The District considers investments based on safety, liquidity and yield when choosing investment options. The District attempts to obtain the highest yield obtainable, as long as investments meet the criteria established for safety and liquidity. The District only operates those investments that are considered safe. Liquidity of funds is considered in terms of expected and unexpected need for the funds based on known encumbrances and historical experience. As a minimum the District shall maintain reserve balances consistent with the District's current Financial Reserve Policy.

CERTIFICATES OF DEPOSIT

The District may enter into any contract with a depository relating to any deposit which in the Board's judgement is to the public advantage with certain restrictions. Any deposit to a savings association or bank shall not exceed a level of such that is insured or secured as required by law.

CALIFORNIA COOPERATIVE LIQUID ASSETS SECURITIES SYSTEM (Cal CLASS)

The District may periodically deposit monies into the Cal CLASS investment pool. There is no set maturity date of these investments. They may be withdrawn at any time without penalty. The interest rates should be reviewed periodically along with Certificates of Deposit (CD's) issued by local banks or savings associations when determining best investment strategies.

SIERRA COUNTY INVESTMENT POOL:

~~The Board of Commissioners Directors has set forth the authorization and deposit of the investment of excess funds with the Treasurer of Sierra County, as outlined by Resolution 2014-1. The Board of Commissioners Directors may determine, from time to time, that it may be advantageous to make deposits for the purposes of investment with the Sierra County Treasurer. The Board of Commissioners Directors has reviewed the Sierra County Treasurer's Investment Policy Statement (the "IPS) and is familiar with its contents. Having considered and weighed the risks of investing (including, but not limited to, the risks of loss of interest and principal) the Board of Commissioners Directors finds and determines that it is appropriate and legal to invest its money in the Sierra County Treasury as permitted by the IPS. The authority to make deposits and withdrawals of District funds in the County Investment Pool is delegated to the County Secretary/Treasurer.~~

SIERRA COUNTY FIRE PROTECTION DISTRICT #1

FINANCIAL POLICY

CAPITALIZATION AND DEPRECIATION:

Capital projects or composite group purchases approved as part of the Capital Improvement Budget shall be capitalized at the end of the fiscal year that the project or purchase is completed and accepted by the District's Board of ~~Commissioners~~ Directors as an asset to the District. It is the District's policy not to capitalize any project or purchase with a value of less than \$2,500 unless an individual purchase can be associated with a completed project or composite group of approved purchases. Depreciation shall be computed by the District Auditor and reviewed by the District Bookkeeper during the annual audit.

SIERRA COUNTY TAX COLLECTOR:

Property taxes are collected by Sierra County and held until requested by the District. These funds are invested according to the Sierra County Treasurer's Investment Policy.

LOCAL AGENCY INVESTMENT FUND (LAIF)

The Local Agency Investment Fund (LAIF) is a voluntary program created by state statute in 1977 as an investment alternative for California's local governments and special districts. This program offers local agencies the opportunity to participate in a major portfolio using the expertise of the State Treasurer's Office professional investment staff at no additional cost to the taxpayer. The District maintains funds through LAIF, administered by the Board of ~~Commissioners~~ Directors through the Sierra County Treasurer. There is no maturity date of these investments and with Board approval, they may be withdrawn at any time without penalty.

GRANT FUNDS:

On occasion the Sierra County Fire Protection District #1, under the guidance of the Sierra County Treasurer's Office, may receive and disperse grant funds intended for use by other agencies or committees within District boundaries which are beneficial to constituents of the District. These grants funds will be held and dispersed as agreed, with no financial impact to the District.

Amended July 18, 2023



Sierra County Fire Protection District # 1
PO Box 255
Sierraville, CA 96126
www.sierracountyfireprotectiondistrict1.com

Commissioners
Shawn Burt– Chairman
Rick Maddalena
Thomas Archer
Tom Rowson
Jeff McCollum
Candace Hunter

FINANCIAL RESERVE POLICY

PURPOSE

Sierra County Fire Protection District #1 (the District) shall maintain reserve funds in order to establish the level of reserves necessary for maintaining the District's credit worthiness and to adequately provide for:

- Funding infrastructure replacement.
- Economic uncertainties and other financial hardships.
- Loss of significant revenue sources such as property tax receipts, assessments or mitigation fees.
- Local disasters or catastrophic events.
- Future debt or capital obligations.
- Cash flow requirements.
- Unfunded mandates including costly regulatory requirements.

POLICY

Operating Reserves

The minimum amount of Operating Reserves will equal six (6) months of Operating Expenses. The maximum amount of Operating Reserves will equal two (2) years of Operating Expenses.

Capital Reserves

Capital Reserves will be accumulated to fund infrastructure projects, fire and emergency vehicles, apparatus and equipment and will be an integral part of the District's Capital Plan. A key objective for accumulating Capital Reserves is to minimize external borrowing and interest expense. The minimum amount of Capital Reserves will equal \$50,000, (Fifty Thousand Dollars).

Procedure for Using Reserve Funds

Operating Reserves

Operating reserves can be used at any time to meet cash flow requirements of District operations as may be reasonably necessary or financially required.

Capital Reserves

The Commission may authorize use of Capital Reserve funds during the budget process. Capital Reserves may also be available and used for unplanned or unbudgeted capital replacements. Authorization for the use of Capital Reserves for unplanned capital replacements will be consistent with the District's Purchasing Policy.

Procedure for Monitoring Reserve Levels

The Chairperson or appointed Board Member(s), such as a Finance Committee, shall perform a reserve analysis to be submitted to the Board of Commissioners upon the occurrence of the following events:

- Board deliberation of the annual Capital Replacement Plan;
- Board deliberation of the annual Budget, or
- When a significant change in conditions or circumstance that threaten the reserve levels established by this Policy.

If the analysis indicates projected or actual reserve levels falling 10% below or above the levels outlined in this policy, at least one of the following actions shall be included with the analysis:

- An explanation of why the reserve levels are not at the targeted level, and/ or
- An identified course of action to bring reserve levels within the minimum and maximum levels prescribed hereby.

Sierra County Fire Protection District #1

Fixed and Capital Assets Procurement Policy

Purpose:

The purpose of this policy is to define the manner in which the Sierra County Fire District #1 (SCFP District #1) commission may be procure and/or address major repairs to the Districts' fixed and rolling assets.

Scope:

This policy applies to all fixed assets owned by the Sierra County Fire Protection District #1 (SCFP District #1) present and future. This policy also provides for the safekeeping of existing assets owned by the SCFP District #1.

Defining Fixed Assets:

Fixed assets are those of a permanent nature that are required for the normal conduct of operation. Fixed asset ownership rests with the SCFP District #1, whether purchased with operating, capital, grant, donations or other restricted funds.

Example include:

Furniture, equipment, computers, and vehicles where

1. The cost is \$2,500 or greater. The cost generally includes the purchase price (estimated value), installation costs, freight charges, transportation, duties, exchange rates, etc.
2. Computer software where the cost is greater than or equal to \$25,000 (after tax).

Not considered to be fixed assets:

1. An operating lease (i.e. ownership will never transfer to SCFP District #1, strictly a rental agreement).
2. Items whose useful life is less than one year.
3. Computer software with a cost less than \$25,000 after taxes.
4. Furniture, equipment, computers, and vehicles with a cost less than \$2,500 after taxes.

Procurement of Fixed Assets:

Fixed assets may be purchased or donated to the SCFP district #1. Fixed assets may be purchased or existing assets may be repaired upon the direction of the SCFP District #1 commission. The asset cost shall come from Capital (Rolling Stock) Assets fund.

The procurement and selection shall be from the latest existing "Replacement and Acquisition of Capital Assets" list. The selection of which asset will come from the discretion of the SCFP District #1 commission. Upon receipt of goods, a "Fixed Asset Addition Form" must be completed in full including a complete description, serial number, color, etc. It is important for future reference and identification, to include as much information as possible on this form.

After SCFP District #1 commission approves the completed form it shall be filed with the SCFP District #1 permanent file system.

If a fixed asset has been donated to the District, complete "Fixed Asset Addition Form" and indicate that the item has been donated. The donated fixed asset are added to the fixed asset inventory system at the fair market value of the asset at the time received. If the asset cannot be determined, the asset shall be valued at a nominal amount. All costs, such as transportation and installation, associated with the donation shall be included when evaluating the fixed asset value. The "Fixed Asset Addition Form" shall be filed in the SCFP District #1 permanent file system.

Capital (Rolling Stock) Assets fund:

The Capital (Rolling Stock) Assets fund can be funded in the following manner.

1. At the end of the budget cycle (July 1), if any funds are not spent as budgeted, the excess funds will be directed into the Capital Asset fund.
2. Within the year funds received from the "Cost Recovery" program (excluding hourly pay to volunteers) will be directed into this fund.
3. Any monetary donation shall be directed into this fund.

Fixed Asset Updates:

A fixed asset transfer occurs when the District agrees to give or sell as asset to another entity and transfer the fixed asset to a new location. A "Fixed Asset Transfer / Change / Delete Form" will be completed and filed in the SCFP District #1 permanent file system.

Fixed Asset Addition Form

This form is used to add primary assets and / or major repairs to existing fixed assets. Please complete a separate form for each asset.

New Owner: Sierra County Fire Protection District #1

Date Received: _____

Asset Information:

Description: _____

Make / Model: _____ Manufacture: _____

Serial # _____ Vehicle Tag # _____

Total Acquisition Cost: _____ Location: _____

Asset Type: _____ Donation From: _____

If attachments were procured for the above asset, please list description & serial number below.

Description:	Serial#	Description:	Serial #
1. _____	_____	2. _____	_____
3. _____	_____	4. _____	_____

Prepared By: _____ Date: _____

Please file within the Sierra County Fire Protection District #1 permanent file system.

Fixed Asset Transfer / Change / Delete Form

This form is used to delete primary assets. Please complete a separate form for each asset.

Transfer / Change To: _____

Date Transferred: _____

Reason for deleting this asset:

Asset Information:

Description: _____

Make / Model: _____ Manufacture: _____

Serial # _____ Vehicle Tag # _____

Total Acquisition Cost: _____ Location: _____

Asset Type: _____ Donation From: _____

If attachments were procured for the above asset, please list description & serial number below.

Description:	Serial#	Description:	Serial #
2. _____	_____	2. _____	_____
3. _____	_____	4. _____	_____

Commission Approval: _____ Date: _____

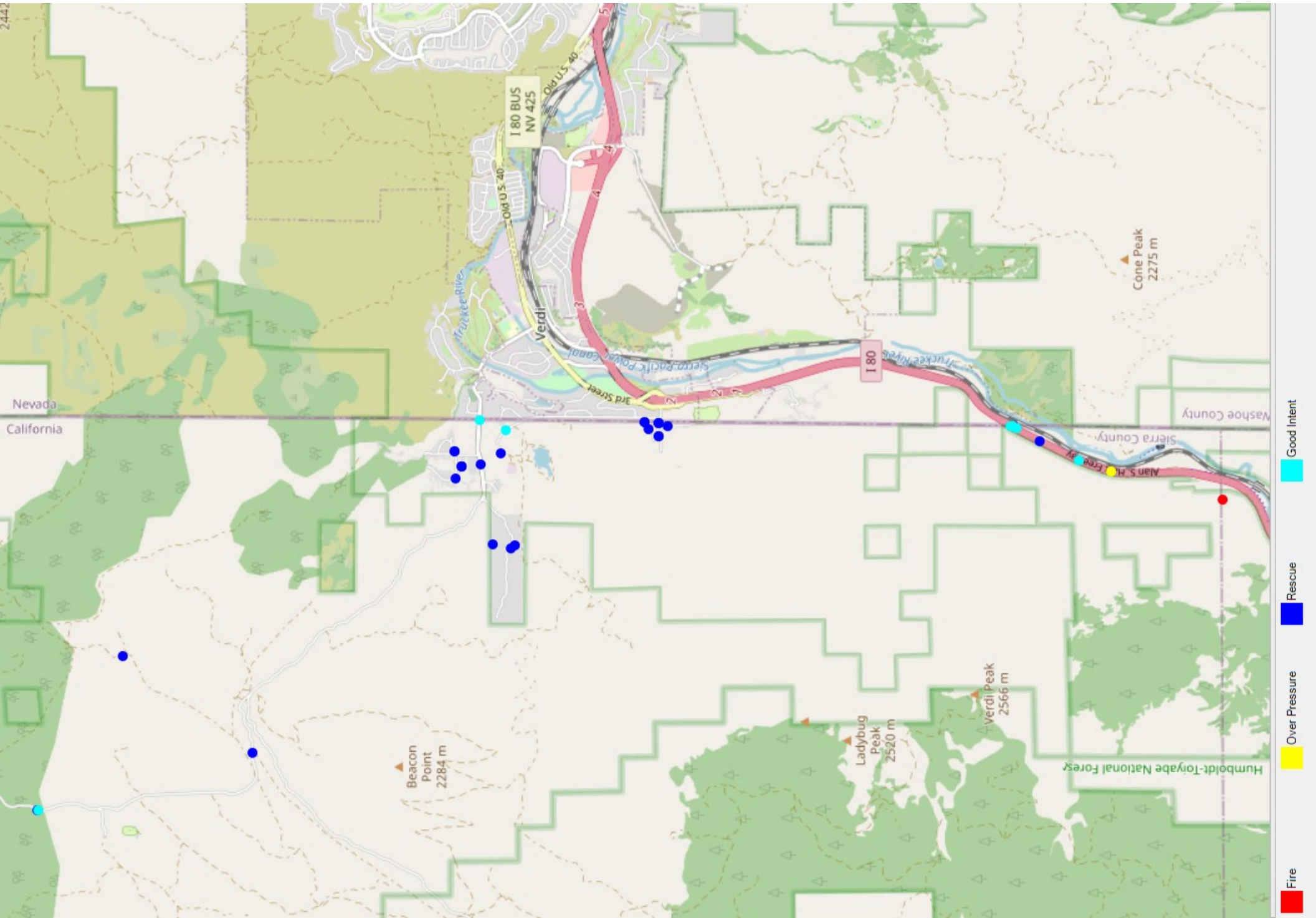
Prepared By: _____ Date: _____

Please file within the Sierra County Fire Protection District #1 permanent file system.

Inc#	AlarmDateTime	Type	IncDesc	Address	Inc Group	Sta	App_Id
2000578	1/3/2022 2:36:36 AM	321	EMS call, excluding vehicle accident with injury	105 TRELEASE Lane	EMS	40	TE40
2001623	1/6/2022 12:58:53 PM	321	EMS call, excluding vehicle accident with injury	105 TRELEASE Lane	EMS	40	TE40
2006226	1/22/2022 7:31:45 AM	321	EMS call, excluding vehicle accident with injury	350 SIERRA Lane	EMS	40	TE40
2013098	2/15/2022 10:54:11 AM	251	Excessive heat, scorch burns with no ignition	0 I-80 Fwy W	EXP	40	TE45
2016866	2/28/2022 5:37:55 PM	324	Motor vehicle accident with no injuries	Westbound Interstate 80 at the CA/NV border	EMS	40	TE40
2021308	3/16/2022 8:27:20 PM	321	EMS call, excluding vehicle accident with injury	430 POPLAR Lane	EMS	40	TE40
2023180	3/23/2022 2:58:27 PM	324	Motor vehicle accident with no injuries	825 PINE CONE Dr	EMS	40	TE40
2026536	4/4/2022 8:17:26 AM	321	EMS call, excluding vehicle accident with injury	805 PINE CONE Dr	EMS	40	TE40
2031321	4/20/2022 6:09:19 PM	321	EMS call, excluding vehicle accident with injury	105 TRELEASE Lane	EMS	40	TE40
2033215	4/27/2022 3:03:53 PM	321	EMS call, excluding vehicle accident with injury	805 PINE CONE Dr	EMS	40	TE40
2038025	5/14/2022 7:42:30 AM	631	Authorized controlled burning	800-992 Hill Ln	Good intent	40	TE40
2039654	5/19/2022 10:49:27 AM	324	Motor vehicle accident with no injuries	0 I-80 Hwy W # SEMI INTO	EMS	40	TE40
2040344	5/21/2022 1:40:21 PM	321	EMS call, excluding vehicle accident with injury	135 TRELEASE Lane	EMS	40	TE40
2044438	6/4/2022 11:47:25 AM	611E	EMS: Dispatched & cancelled en route	Verdi Peak	Good intent	40	TBR40
2044441	6/4/2022 11:47:25 AM	322	Vehicle accident with injuries	0 Long Valley Rd	EMS	40	TBR40
2045612	6/8/2022 7:14:14 AM	321	EMS call, excluding vehicle accident with injury	955 Sunrise Creek Rd	EMS	40	TE40
2054871	7/7/2022 9:22:47 AM	611	Dispatched & cancelled en route	0 I-80 Hwy E # 2 VEH	Good intent	40	TE40
2055003	7/7/2022 5:30:05 PM	321	EMS call, excluding vehicle accident with injury	440 Hill Lane # Unit A	EMS	40	TE40
2057052	7/14/2022 12:39:42 PM	321	EMS call, excluding vehicle accident with injury	15 SUNRISE CREEK Rd # HOUSE	EMS	40	TE40
2057450	7/15/2022 4:27:18 PM	321	EMS call, excluding vehicle accident with injury	871 HILL Lane	EMS	40	TE40
2058146	7/17/2022 8:41:30 PM	611E	EMS: Dispatched & cancelled en route	I-80 Fwy W/B at the CA/NV Stateline	Good intent	40	TE40
2060892	7/26/2022 11:04:10 AM	321	EMS call, excluding vehicle accident with injury	0 Long Valley Rd	EMS	40	TBR40
2064057	8/4/2022 8:25:08 PM	611	Dispatched & cancelled en route	0 I-80 Hwy E # EB	Good intent	40	TE40
2065094	8/8/2022 1:13:19 AM	321	EMS call, excluding vehicle accident with injury	805 PINE CONE Dr	EMS	40	TE40
2067954	8/17/2022 4:21:30 PM	321	EMS call, excluding vehicle accident with injury	440 HILL Lane # UNIT A	EMS	40	TE40
2072976	9/2/2022 7:51:51 AM	321	EMS call, excluding vehicle accident with injury	1 mile up Dog Valley Rd.	EMS	40	TE40
2079682	9/23/2022 9:49:57 AM	321	EMS call, excluding vehicle accident with injury	955 SUNRISE CREEK Rd	EMS	40	TE40
2081304	9/28/2022 10:58:20 AM	140	Natural vegetation fire, other	Stateline Fire I-80 2 miles west in to CA	Fire	40	TBR40
2082703	10/2/2022 9:09:22 PM	321	EMS call, excluding vehicle accident with injury	700 BEAVER CREEK Cir	EMS	40	TE40
2090625	10/29/2022 8:17:34 AM	622	No incident found on arrival at dispatch address	0 I-80 Hwy E	Good intent	40	TBR40
2093769	11/9/2022 5:53:39 AM	611	Dispatched & cancelled en route	0 Dog Valley Rd Rd	Good intent	40	TE40
2094481	11/11/2022 2:33:09 PM	611	Dispatched & cancelled en route	W I-80 Hwy	Good intent	40	TE40
2104569	12/14/2022 8:28:57 AM	321	EMS call, excluding vehicle accident with injury	700 BEAVER CREEK Cir	EMS	40	TE40
2107121	12/22/2022 10:07:03 AM	321	EMS call, excluding vehicle accident with injury	845 Dog Valley Rd	EMS	40	TE40
2109708	12/30/2022 4:44:28 PM	321	EMS call, excluding vehicle accident with injury	135 TRELEASE Lane	EMS	40	TE40

Color Key
Fire
Explosion
EMS
Vehicle Accident
Good Intent

#of Appar	M/A	Dist	Inc Duration	Prop Desc	DoW	latitude	longitude	YCoord	XCoord
1	None	TM4006	01:17:02	1 or 2 family dwelling	Monday	39.505687	-120.002367	39.505687	-120.002367
1	None	TM4006	00:11:49	1 or 2 family dwelling	Thursday	39.505687	-120.002367	39.505687	-120.002367
1	None	TM4006	00:26:15	1 or 2 family dwelling	Saturday	39.504668	-120.002839	39.504668	-120.002839
4	None	TM4006	00:35:49	Highway or divided highway	Tuesday	39.457697	-120.00907	39.457697	-120.00907
1	None	TM4006	00:29:48	Highway or divided highway	Monday	39.468062	-120.002876	39.468062	-120.002876
1	None	TM4006	01:28:48	1 or 2 family dwelling	Wednesday	39.50674	-120.00325	39.50674	-120.00325
3	None	TM4006	00:44:03	Residential street, road or residential driveway	Wednesday	39.527218	-120.009993	39.527218	-120.009993
1	None	TM4006	01:26:27	1 or 2 family dwelling	Monday	39.526581	-120.0083	39.526581	-120.0083
2	None	TM4006	01:45:18	1 or 2 family dwelling	Wednesday	39.505687	-120.002367	39.505687	-120.002367
1	None	TM4006	01:28:36	1 or 2 family dwelling	Wednesday	39.526581	-120.0083	39.526581	-120.0083
1	None	TM4006	00:25:47	1 or 2 family dwelling	Saturday	39.521918	-120.00334	39.521918	-120.00334
1	None	TM4006	00:23:43	Highway or divided highway	Thursday	39.465233	-120.004909	39.465233	-120.004909
1	None	TM4006	01:13:53	1 or 2 family dwelling	Saturday	39.505655	-120.004207	39.505655	-120.004207
2	None	TM4006	00:01:58		Saturday	39.571447	-120.055685	39.571447	-120.055685
4	None	TM4006	00:40:52	Open land or field	Saturday	39.571509	-120.055681	39.571509	-120.055681
1	None	TM4006	02:10:44	1 or 2 family dwelling	Wednesday	39.521379	-120.019644	39.521379	-120.019644
1	None	TM4006 196	00:53:55		Thursday	39.468145	-120.002811	39.468145	-120.002811
1	None	TM4006 196	01:21:19	1 or 2 family dwelling	Thursday	39.507185	-120.002304	39.507185	-120.002304
1	None	TM4006 196	01:34:03	1 or 2 family dwelling	Thursday	39.520928	-120.019339	39.520928	-120.019339
1	None	TM4006 196	00:26:14	1 or 2 family dwelling	Friday	39.522466	-120.006553	39.522466	-120.006553
1	None	TM4006 196	00:14:51	Highway or divided highway	Sunday	39.461119	-120.007533	39.461119	-120.007533
2	None	TM4006 196	01:05:27	Open land or field	Tuesday	39.548696	-120.047715	39.548696	-120.047715
1	None	TM4006 196	00:14:52	Highway or divided highway	Thursday	39.467711	-120.003143	39.467711	-120.003143
1	None	TM4006 196	00:29:48	1 or 2 family dwelling	Monday	39.526581	-120.0083	39.526581	-120.0083
1	None	TM4006 196	00:38:30	1 or 2 family dwelling	Wednesday	39.507185	-120.002304	39.507185	-120.002304
1	None	TM4006 196	01:45:19	Open land or field	Friday	39.562498	-120.034456	39.562498	-120.034456
1	None	TM4006 196	01:21:38	1 or 2 family dwelling	Friday	39.523259	-120.019198	39.523259	-120.019198
14	Mutual aid	TM4006 196	08:45:20	Open land or field	Wednesday	39.445863	-120.012894	39.445863	-120.012894
1	None	TM4006 196	01:15:28	1 or 2 family dwelling	Sunday	39.527292	-120.006311	39.527292	-120.006311
2	None	TM4006 196	00:19:53	Highway or divided highway	Saturday	39.468129	-120.002824	39.468129	-120.002824
1	None	TM4006 196	00:09:40	Street, other	Wednesday	39.5247	-120.00198	39.5247	-120.00198
4	None	TM4006 196	00:05:43	Highway or divided highway	Friday	39.468299	-120.002826	39.468299	-120.002826
1	None	TM4006 196	00:27:19	1 or 2 family dwelling	Wednesday	39.527292	-120.006311	39.527292	-120.006311
2	None	TM4006 196	01:34:36	1 or 2 family dwelling	Thursday	39.524495	-120.008128	39.524495	-120.008128
2	None	TM4006 196	00:32:53	1 or 2 family dwelling	Friday	39.505655	-120.004207	39.505655	-120.004207



Nevada
California

180 BUS
NV 425

180

Beacon
Point
2284 m

Ladybug
Peak
2520 m

Verdi Peak
2566 m

Cone Peak
2275 m

Humboldt-Toiyabe National Forest

Sierra County
Washoe County

- Fire
- Over Pressure
- Rescue
- Good Intent

AGREEMENT for TRAINING, RECRUITMENT and RETENTION SERVICES

This Agreement for Training, Recruitment and Retention Services ("**Agreement**") is entered into as of July 1, 2023 by and between **SIERRA COUNTY FIRE PROTECTION DISTRICT No 1**, a public agency, ("District"), and **MICK CONNOLLY**, with a principal place of business in Sierra County California ("**Consultant**").

1. Services.

1.1 Nature of Services. Consultant agrees to perform the Services, as more particularly described on **Exhibit A**. The Services have been specially ordered and commissioned by District. Any and all programs or work product developed, employed or provided to District by Consultant during the performance of Services, or incidental thereto, shall become and remain the property of District.

1.2 Relationship of the Parties. Consultant enters into this Agreement as, and shall continue to be, an independent contractor. All Services shall be performed only by Consultant, or such Subconsultants as District may approve in advance of engagement by Consultant. Under no circumstances shall Contractor, look to District as his employer, or as a partner, agent or principal.

1.3 Compensation and Reimbursement. Consultant shall be compensated \$1080.00 per month which shall be due and payable on or before the 15th day of each and every month during the term hereof. No other fees and/or expenses shall be paid to Consultant unless such fees and/or expenses have been approved in writing in advance of rendering such services. Consultant shall be solely responsible for any and all taxes, Social Security contributions or payments, disability insurance, unemployment taxes, and other payroll type taxes applicable to such compensation.

2. Term of Agreement, Renewal and Termination.

2.1 Term. This Agreement shall be effective from the date set forth above and continue for a period of (2) years, unless sooner terminated by either Party in accordance with the terms and conditions of this Agreement ("Term").

2.2 Renewal and Extension. This Agreement may be renewed and extended for the same duration as the initial term, as the Parties may then mutually agree.

2.3 Termination. This Agreement is terminable by either Party at any time upon the giving of a Thirty (30) Day advance written notice, with or without cause, to the other Party. District shall be released from further obligation under this Agreement. Consultant shall be entitled to be paid for services provided prorated to date of termination unless Consultant shall be in breach or default of the material terms and conditions hereof.

2.4 Termination for Cause. This Agreement may be terminated at any time,

with or without notice, in the event of a breach or default of any of the material terms hereof by either Party.

3. Additional Provisions.

3.1 Indemnity. Consultant, at its expense, shall indemnify, hold harmless, and when requested by District to do so, defend District, its directors, officers, agents, and employees from any and all claims, demands, causes of action, judgments, costs or expenses including any loss, damage or liability, attorney's fees and expenses of litigation, arising out of or related to the negligent acts or omissions, willful misconduct, fraudulent representations or concealments of Consultant, its subconsultants or agents in the performance of the terms and conditions of this Agreement, excepting and excluding liability for damages caused by reason of the negligence of District, its officers, agents, directors, employees, or volunteers.

3.2 Non-Discrimination. The Consultant will represent District in a positive, courteous and professional manner. District has non-discrimination policies and Consultant will uphold these policies and treat all persons, regardless of race, religion, ethnicity, and sexual orientation, equally.

3.3 Entire Agreement. This Agreement, including Exhibit A, is incorporated herein by this reference, constitutes the entire understanding and agreement of the parties with respect to its subject matter and supersedes all prior and contemporaneous agreements or understandings, inducements, or conditions, express or implied, written or oral, between the parties.

3.4 Amendment and Waivers. Any term or provision of this Agreement may be amended, and the observance of any term of this Agreement may be waived, only by a writing signed by the Party to be bound. The waiver by a Party of any breach or default in performance shall not be deemed to constitute a waiver of any other or succeeding breach or default. The failure of any Party to enforce any of the provisions hereof shall not be construed to be a waiver of the right of such Party thereafter to enforce such provisions.

CONSULTANT

SIERRA COUNTY FIRE PROTECTION

DISTRICT #1

By: _____
Mick Connolly, Principal

By: _____
Jeff McCollum, Chairperson

EXHIBIT A

Description of Services

Training, Recruitment and Retention Consultant

Purpose:

To engage the services of a paid Training, Recruitment and Retention Consultant to meet the training requirements necessary to perform the duties of a Volunteer Firefighter/ EMS Responder and to enhance the Recruitment and Retention functions to ensure that the District maintains proper staffing to carry out its Firefighting/EMS Mission.

Duties:

The Training, Recruitment and Retention Consultant (TRRC) will be responsible for the planning and execution of all training provided for SCFPD #1 Volunteer Firefighters. This is an administrative planning function that occurs prior to the actual hands on training of the Volunteer Firefighters. This may be accomplished through coordination with other Fire Protection Agencies training staff or actual training by the TRRC who is certified in EMS training and Fire Marshall Training, possessing professional Firefighter experience that would enhance the Volunteer Firefighter's ability to perform their assigned duties.

The TRRC will be the point of contact for interested persons that may wish to join the SCFPD #1 as a Volunteer Firefighter. The TRCC will assess all applicants and determine if that candidate is capable of performing the duties of a Volunteer Firefighter safely for themselves and the public. The TRCC will report to the Fire Commission and will give monthly updates on the status of recruitment and any candidates that were referred by Commission Members or other personnel from the Department.

The TRRC will be expected to formulate strategies for retaining the Volunteer Firefighters and for fostering a team environment where the Volunteers feel that they are well trained and confident in their abilities to perform the tasks asked of them by Command personnel. This function is measurable by the turnover rate of new and veteran Volunteer Firefighters and will be reviewed by the Sierra County Fire Protection District #1 Commissioners annually to determine the successfulness and the viability of the TRRC position.

The TRCC is expected to maintain the certifications as outlined in the attached Resume and be open to obtaining future certifications for training purposes as the commission deems appropriate to carry out the fire suppression and emergency response mission. The cost of such training, lodging and transportation will be paid by the Sierra County Fire Protection District #1 subject to the approval of the Commission.

Attached is the Resume of Qualifications of Mick Connolly. The Commission has identified him as the most qualified person within the Department to help accomplish the goals of a paid Training, Recruitment and Retention Consultant.

MICK CONNOLLY

Mick Connolly
PO Box 97
Calpine, CA, 96124

(c)209-481-2711
mick@MickConnolly.com

RESUME

QUALIFICATIONS

US ARMY Combat Medic/Medical Specialist 91A, FF1, FF2, EMT, Tiller Operator, Heavy Rescue Technician, Dive Rescue Specialist, Fire Scene Investigator, State Fire Marshall Certified Instructor

EXPERIENCE

Eagle Scout, US Army Combat Medic Veteran of Operation Desert Shield and Operation Desert Storm, SRJC Fire Academy, Glen Ellen FPD (Paid Call and Part time FF) Redwood Empire Life Support EMT (Full time EMT), City of Sonoma FF/EMT (Full Time), City of Stockton FF/EMT, Tiller Operator, Dive/Swift Water Rescue Specialist assigned to Water Rescue 6, Founding Member of Rescue Company 3 (OES Heavy USAR Team), Regional Training Center Instructor, Fire Scene Investigator, Captain. Copperopolis FPD (Volunteer, Concurrent with Stockton Fire Department), Division Chief Sierra County FPD, Fire Chief Sierra County FPD, Recruit and Retention Workshop (CSFA)

CERTIFICATIONS

Fire Fighter I, Fire Fighter II, EMT, Hazmat First Responder Operational, Hazmat First Responder Operational Decon, Confined Space Awareness, Confined Space Rescue Operations, Trench Rescue, Rescue Systems I, Rescue Systems II, Swift Water Rescue, Public Safety Diver, Dive Rescue I, Dive Rescue Specialist, Fire Instructor 1A, Fire Instructor 1B, Regional Instructor Orientation, Rescue Systems Train the Trainer, Rescue Systems 1 Train the Trainer, Confined Space Rescue Operations Train the Trainer, Coaching the Emergency Vehicle Operator II, Fire Investigation 1A, Fire Investigation 1B, PC832 Arrest and Control, PC832 Firearms, AEMT

ADDITIONAL RELEVANT CERTIFICATIONS

Certified Master Practitioner of Neuro-Linguistic Programming, Certified In Transformational Neuro-Linguistic Programming, PSIA Level 1 Ski Instructor, AASI Level 2 Snowboard Instructor